

No: 14.35.0000.020.31.089.16.56

Date: 29 May, 2017

Office Order

Subject: Visit to Poland and Czech Republic for Factory Inspection of equipments to be imported under Package-3 of M&E Project.

Management of Teletalk Bangladesh Limited (TBL) is pleased to nominate the following officials to visit Poland and Czech Republic from 31/05/2017 to 09/06/2017 (excluding travel time) to attend Factory Inspection of equipment to be imported under Package-3 of Modernization & Expansion Project of TBL (M&E Project).


SL.No	Name & Designation
01.	Mr. Mohammad Shahab Uddin, General Manager, S&D and CRM
02.	Mr. Kazi Fazlul Haque, General Manager, Admin
03.	Mr. D M Nurul Huda, General Manager, System Operation, Ctg.

The journey of the officials will be subject to the following conditions:-

1. All cost will be borne by Alcatel-Lucent.
2. The entire visit including travel time will be treated as on duty.
3. They will draw their pay and allowances in local currency.

Mr. Mohammad Shahab Uddin, General Manager (S&D and CRM) & Project Director (M&E Project) will be released from his posts by handing over his charge of General Manager (S&D and CRM) post to Mr. Md Habibur Rahman, General Manager (Marketing & VAS) and another charge of Project Director (M&E Project) post to Mr. Mohammad Shah Alam, General Manager (Planning & Implementation) respectively. Mr. Kazi Fazlul Haque, General Manager (Admin) and Mr. D M Nurul Huda, General Manager (System Operation, Ctg.) will be released from their posts by handing over their charges to Mr. Targhibul Islam, Deputy General Manager (Corporate Strategy) and Mr. Mohammad Shah Alam, General Manager (Planning & Implementation) respectively. The above mentioned officials will join their own posts and will report to TBL management after returning back to Bangladesh within three days.

This letter is issued with the approval of Managing Director, Teletalk Bangladesh Limited.


(Kazi Fazlul Haque) 29.5.17
General Manager (Admin)

Distribution: (Not according to seniority)

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: Company Secretary, TBL).
2. Managing Director, TBL.
3. Director General, Passport and Immigration, Agargaon, Dhaka.
4. Director, Hazrat Shahajalal International Airport, Dhaka.
5. Concerned General Managers, TBL.
6. General Manager, IT & Billing, TBL. With request to take necessary steps to update the concerned information in TBL website.
7. Company Secretary, TBL.
8. Officer in Charge (Immigration), Hazrat Shahajalal International Airport, Dhaka.
9. Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
10. Concerned officials, Teletalk Bangladesh Limited.
11. Md. Zahid Hossain Zuberi, Project Manager, Teletalk Modernization & Expansion Project, Alcatel-Lucent.
12. Personal File.
13. Office Record.